

Call to order:

The Public Property Committee meeting was called to order at 9:33 A.M. in the Vilas County Courthouse conference rooms by Chairman Ron De Bruyne with the following committee members present: Rocky Caffarella, Paul Hennes and Carolyn Ritter. Ed Bluthardt was excused. Finance & Budget Committee Chairman Mark Rogacki also attended. Other persons present at various times during this meeting: Deb Bohn, Sheriff Joe Fath, Mark Collins, Martha Milanowski, Mike Duening, Judge Neal Nielsen, Russ Szuta, Jim Galloway and David Alleman. Open meeting law complied with and quorum verified.

Approve agenda to be discussed in any order by the Chair:

Motion by P. Hennes, 2nd by R. De Bruyne to approve the agenda, with the agenda order to be presented at the Chair's discretion. All voted aye. Carried.

Approve minutes of the October 15, 2014 regular meeting and the October 23, 2014 special meeting:

Motion by R. Caffarella, 2nd by C. Ritter to approve the minutes of the October 15 and October 23 meetings. All voted aye. Carried.

Sheriff's evidence garage:

C. Ritter read a copy of an email from Kurt Berner of The Samuels Group. Mr. Berner advised the committee regarding several aspects of the masonry repair quote received from a local contractor. His concerns were discussed at length. It is recommended that snow not be plowed from the perimeter of the building, as a method to minimize frost penetration and possible heaving. J. Fath stated that Kurt Berner warned him last year not to use the building to store automobiles. P. Hennes stated his opinion that 90% of the structure remains unaffected by the past settling and is safe to use for auto storage. R. Caffarella feels that the proposed \$19,500 repair costs are justified, even though there is no guarantee that foundation settling and concrete cracking will not again occur in the future. **Motion by R. Caffarella, 2nd by P. Hennes to proceed with repairs to the Sheriff's evidence garage as outlined in the \$19,500 quote received. All voted aye. Carried.**

Forestry Dept. storage building and seeding cooler:

R. Caffarella obtained information on the costs of erecting a 50' x 100' steel building that could be shared by the both the Highway and Forestry departments. The projected costs are substantially less than previously estimated by The Samuels Group. The existing Forestry Dept. storage building needs to be replaced as repair cost are nearly equal to the cost of new construction. Additionally, the Highway Dept. needs increased storage for equipment. Public Property Committee and Highway Committee jurisdictions regarding Highway Dept. properties were also discussed. The Chair instructed the Clerk to schedule a joint Public Property and Highway Committee meeting in January 2015.

Vacant lot purchase:

The committee received a letter from a property owner, offering to sell to the County a vacant parcel adjacent to the Courthouse. This offer was discussed at length. The fair market value of the parcel and the amount of property tax paid was also discussed. Costs

of developing the parcel for parking purposes were also deliberated. P. Hennes feels that the purchase should be made due to the parcel's proximity to the courthouse. Other members felt that the additional parking was not needed. **Motion by C. Ritter, 2nd by P. Hennes to send a letter from the committee to the property owner, stating that the committee is not interested in purchasing the parcel offered. All voted aye. Carried.**

I.T. Dept. – reports, purchase and travel requests:

M. Duening did not submit any purchase or travel requests. He reported on an opportunity to collaborate with the Northland Pines School District I.T. Department. He elaborated on the benefits and cost savings to both entities, which are expected to be derived from this partnership. The committee discussed the proposed venture. **By consensus, the committee authorized M. Duening to pursue this collaborative effort and to prepare a report that further defines all potential costs and benefits to the county.**

Maintenance Dept. reports and purchases:

R. Szuta did not submit any purchase requests. He reported that several of his department's budget lines were overspent. Utility and supply costs budgeted for 2014 are greater than expected. The committee referred his request for a line item transfer to the Finance & Budget Committee. Also discussed was an \$850 quote to install a swinging half-door in the Treasurer's office. R. Caffarella recommended that approval for this installation be delayed until other office security issues are investigated.

a. Preventative Maintenance Plan:

R. Szuta reported that the PM Plan remains in development. He expects to meet with the hired consultant this week to finalize the plan design.

Department purchases and leases:

Nothing presented.

Closed Session:

Motion by R. De Bruyne, 2nd by P. Hennes to adjourn into closed session pursuant to Wis. Stat. §19.85(1)(c) for purposes of considering crime detection and prevention strategies. All voted aye. Carried. Closed session began at 11:01 A.M.

Return to Open Session:

Motion by C. Ritter, 2nd by R. Caffarella to return to open session pursuant to Wis. Stat. §19.85(1)(c). All voted aye. Carried. Open session resumed at 12:15 P.M.

Committee may take action on matters discussed in closed session:

Motion by C. Ritter, 2nd by R. Caffarella to implement a plan to provide the public with a greater level of courthouse security as discussed in the closed session. All voted aye. Carried. M. Rogacki went on record as also supporting this decision. Additionally, the committee determined to meet to visit the various courthouse departments to determine security needs. This meeting will be scheduled for Friday, December 19, 2014 at 10:00 A.M.

Courthouse addition – archived plans:

The Chair explained the genesis of the archived plans for a courthouse addition. The committee discussed the plans. The Clerk was instructed to keep this issue on future agendas.

Letters and Communications:

Nothing presented.

Adjournment:

Motion by C. Ritter, 2nd by R. De Bruyne to adjourn the meeting. All voted aye. Carried. Meeting adjourned at 12:41 P.M.

Respectfully submitted by:

David R. Alleman
Vilas County Clerk

Minutes reflect the recorder's notations and are subject to approval by the appropriate board or committee.